

Tarkanian Middle School  
**School Organizational Team Minutes**  
February 6, 2017  
4:30 PM

The Tarkanian Middle School Organizational Team meeting was called to order at 4:31PM on February 6, 2017. The meeting was held in the library.

**Members present:**

Justin Bastin, Student Representative (non-voting)	Caroline Hall, Parent Representative, Vice Chairperson
Tim Bungum, Parent Representative	Eric Johnson, Principal (non-voting)
Damian Costa, Parent Representative	Marissa Gaut, Teacher Representative, Secretary
Heather Mounts, Teacher Representative, Chairperson	

**Members absent:**

Nancy Lager, Support Staff Representative

**Agenda Items: Old Business**

- 2.1 APPROVAL OF MINUTES: Presentation, modification, and approval of minutes from the previous SOT meeting.

The minutes from the meeting dated January 30th, 2017 were presented and approved with identified corrections of removal of footer and grammatical corrections. Motion by CH to approve minutes upon change, second by TB. In favor of approval of minutes 5-0-0.

- 2.2 REVIEW OF BUDGET INFORMATION: Comments from the principal to review the information from the last meeting.
- 2.3 REVIEW OF MASTER SCHEDULE/STAFFING PROCESS: Comments from the principal to review the information on the process of determining staffing needs.
  - Combination of 2.2 and 2.3:** The projection shows the need of 65 staff members, however we will hire 62 teachers with 19 prep buyouts and 4 tabs classes. We will also be providing 5 Math fundamental and 9 ELA fundamental classes. EJ went over electives and discussed next year sections.

**New Agenda Items**

- 3.1 TITLE I BUDGET: Discussion and possible action on the Title I Budget.
  - Learning Strategist is in charge of Title 1 Budget and allocating money of \$136,325.00 including staffing, site liaison pay, lenovo netbooks, cart for netbooks, chrome books, bulb and ream of paper, leaving \$1.29 left which needs to be allocated. PISA budget has \$1,363.25 and allocated for a computer laptop, projector, and printer paper. Title 1 money is highly recommended to use on one time purchases, not subscriptions in case you lose the Title 1 fund. With the addition of technology will we have the staff needed to take care of the technology? Yes, we have a technology committee and site based tech.
    - CH motioned to accept the budget, DC seconds, public comment agrees for laptops in school. All in favor of the budget 5-0-0
- 3.2 HOPE 2 BUDGET: Discussion and possible action on the Hope 2 Budget.
- 3.3 GENERAL FUND BUDGET: Discussion and possible action on the General Fund Budget.

- o Hope 2 Budget is combined in the general fund budget. It has \$68,000, prep buyouts cost \$18,500 and support staff is \$37,665.
- o Administration FTE stays the same, licensed staff went from 62 to 77.50 due to 61 teachers, 3 counselors, 1 librarian, 1/2 seif, 11 sped teachers and 1 orchestra. Sped and orchestra will be at no cost. Support staff went up due to Title 1 requirements. Additional personnel includes prep buyout. Supplies and Services includes custodial supplies, library books, printing, etc. EJ went through the spreadsheet online to match the numbers and breakdown the budget of each category and explain any additional funds.
- o We have enough money for a 4th counselor, but counselor's want to keep just 3 for grade level flow. However, is the work load too high? Would an additional support staff or behavioral specialist be beneficial for that need? We will discuss with counselors and get input.

#### **General Discussion**

- 4.1 SCHOOL PERFORMANCE PLAN: Comments from the principal on the 2016-2017 School Performance Plan and ideas for the 2017-2018 School Performance Plan. Meeting on Wednesday at 3:20PM. Discussed future on next meeting.
- 4.2 AGENDA PLANNING: Items for Future Agendas.
  - SCHOOL PERFORMANCE PLAN

#### **Information**

- 5.1 NEXT MEETING: TMS Library, February 13 at 4:30 p.m.
- 5.2 SCHOOL PERFORMANCE PLAN TEAM MEETING: Principal's Conference Room, February 8 at 3:20 p.m.

#### **Public Comment Period**

- 6.1 Should a member of the public wish to speak on matters within the jurisdiction of the SOT not listed as action items on the agenda, they may speak during the Public Comment Period. Speakers will be given 2 minutes to address the SOT during this time. Public comment during this agenda item shall not exceed 15 minutes. The public should be aware that the SOT is unable to deliberate or take action on the items raised during the Public Comment Period.

The meeting was adjourned at 6:45 PM.